STATE OF MICHIGAN

OFFICE OF SERVICES TO THE AGING

LANSING

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GOVERNOR

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March 20, 2013

TO: 2013 Senior Project FRESH/Market FRESH market masters

FROM: Sherri King, Statewide Coordinator, Senior Project FRESH/Market FRESH

RE: NEW PAYMENT PROCEDURES. PLEASE READ THIS ENTIRE MEMO TO ASSURE PAYMENT FOR COUPONS IN 2013.

Likely you have already heard about the federal budget sequestration. This funding cut has had an effect on the way we will do our market master/farmer payments for 2013.

For 2013, you must be registered as a vendor with the State of Michigan to get paid for the Senior Project FRESH/Market FRESH coupons that you send in for reimbursement.

If you are already registered as a WIC Project FRESH Market Master, you do not need to register again. If you do not accept WIC Project FRESH coupons, or are new to the program this year, you will need to follow the steps below to become a vendor for the State of Michigan.

How to register:
1). Go to http://www.michigan.gov/budget.
2). Scroll down to the bottom of the page and click on the picture that says "Contract and Payment Express for Vendors and Payees". If the picture is not visible, you may click on the arrow to the right of the pictures until it appears.
3). You have an option to view a short video that explains the registration process.
4). When you are ready to register, scroll to the bottom of the page and click on "Go to C & P Express". At the bottom of this page, you will see an option of "New Users".
5). Click on "New Users" and supply the requested information.

Please remember that you must be registered in this system or you will not get reimbursed for coupons for 2013.

Need more help?

If you have general questions about being a market master, and what this change means to you, please contact: Sherri King, kings1@michigan.gov or 517-373-4064.

If you need help registering, or have questions about how you will receive reimbursement, please contact: Jane Alexander, alexanderj@michigan.gov or 517-241-9176.